



Montgomery County Road Runners Club

Minutes of Board of Directors Meeting

Meeting of June 24, 2013

Called to order: 7:10 PM

Location: MCRRC Office, 14672 Southlawn Lane Bay I/J, Rockville, MD

Present: Karen Kincer - President, Susie Kinnecome - Vice President, Paula Knutson - Treasurer, Robert Gherman – At Large, Bill Loomis - At Large, Susan Lynch – At Large, Paul Foster– At Large

Staff: Ashley Zuraf, Operations Manager

Minutes Prepared By: Paul Foster

Guests: Kimberly Price, Julie Sapper, Thomas Young, and Audrey Fisher (all from the Youth Running Committee).

1. Review Agenda, assign timekeeper – Robert volunteered to keep time.

2. Karen suggested that the Youth Running Committee present their report so they would not have to sit through the entire Board Meeting for their presentation.

Youth Running Committee: The committee started their work under the direction of Susie Kinnecome - Vice President, in January 2013. They presented their final report. Board discussed some of the details of the report. No action taken at this time until the entire board has a chance to review the document in detail.

3. Director of Operations Report – Ashley: Membership: Many people signing up **summer programs** and other groups. No new member numbers at this time.

IMAthlete: New membership database will be moved to online membership from IMAthlete at the end of June.

A “last chance” notice has been sent out to members who have not renewed their club membership.

R.M.S. Staff: It was reported that the club has an urgent need for more R.M.S. Staff. The club only has three for timing all of the many races for this year. Board discussed advertising for this position, training, and secession for R.M.S. staff. It was suggested that an advertisement for R.M.S. be put into the Intervals Newsletter, In’s and Out’s, and on the website.

R.M.S. Staff Compensation: It was reported that the club has been paying Halsey Sinclair (Race Operations Assistant) at a lower rate than other R.M.S. Staff for her work during races. Treasure will check with Quick Books staff to see if there is a conflict with paying Halsey at two rates (one for ad min work & one rate for R.M.S services).

Motion: For approval of Halsey Sinclair’s pay at the same rate compensatory with the other R.M.S. staff based on a confirmation by Quick Books. Bill moved, Paula seconded. Carried unanimously, 6-0, two abstention, Susan had to leave early.

4. Treasurer’s Report – Paula:

Significant Income

Race Entries: \$36,792.17 (\$11,638 Pikes Peak, \$13,365.00 Parks 1/2, \$4,866.08 Germantown 5k, \$2,425.00 RFR, \$180.00 FB Mile, \$810.00 Capitol for Day, \$2,962.20 KOTR, \$545 Memorial Day).

RMS: \$14,281.00

Training Programs: \$30,175.72 (\$11,935 FTM, \$1,131.00 8K, \$1,350.00 STP, \$6,175.00 HMP, \$799.72 Stride Clinic, \$850.00 CPR class, \$30.00 BWR, \$390.00XHMP, \$7,735.00 XMP)

Sponsorship: \$110.00 (Scribner PT KOTR)

Significant Expenses

Accounting Fees \$2,900.00

Advertising \$853.53 (KOTR Brochures)

Race Supplies

Other IT costs - \$307.38 new router for clubhouse (old one broke)

Clubhouse Materials/Maintenance \$1,075.28 (painting supplies, flooring, desk for Ashley, items needed for new space)

Race Supplies

New Equipment - \$4,148.08 (IPICO chips, cables, and snow fence)

Equipment – consumables \$5,991.98

Food/Beverages - \$6,009.83

T-Shirts and premiums \$13,883.60

Race Awards \$17,695.79

Race Proceeds Donations \$352.00

Program Supplies

Food/beverages \$426.89

Tee Shirts \$5,157.08

Banquets/Dinners \$796.50

Program Manager/Pace Coach Gifts \$643.45

Motion: For acceptance of the Treasurer's report. Suzie moved, Bill seconded. Carried unanimously, 6-0, two abstention, Susan had to leave early.

5. New Business

a) Youth Running Committee Report (Covered Above)

b) MC-NCPP will attend the next MCRRC Board Meeting concerning the County Parks Trails Amendment. George Tarrico attended the hearing representing the Club on June 24, 2013. MCRRC uses the county parks on a regular basis, and good relationships are important to all parties.

c) Pikes' Peek Plans for 2014: Karen attended a 2013 wrap-up session with Jean Arthur. Jean said Tom Brennan's new course design for 2014 to White Flint Mall was not acceptable to MC Police. Club needs a Director for the 2014 race. Board discussion suggested a "retro" race theme; using the "old" Rockville Course we had years ago. This "retro" course needs to be certified, because course certifications only last 10 years.

d) Review calendar and schedule meeting dates. Robert has volunteered to set up a "Doogle Meeting" poll for the best dates for the board to meet this summer.

e) Strategic Planning; tabled by Karen because of the late hour. Karen wants board participation and a delegation of board members for each committee.

6. Old Business

a) MCRRC Office Construction: We have received two proposals to finish off the new space and the board is in the process of evaluating these offers.

Motion: For acceptance of the construction proposal from our landlord if he provides proof of license and insurance for his subcontractors. Suzie moved, Paula seconded. Carried unanimously, 6-0, two abstention, Susan had to leave early.

Announcements

Next Board meeting July 11, 2013 at 6:30 PM

Motion: For Adjournment. Bill moved, Paul seconded. Carried unanimously, 6-0, two abstention, Susan had to leave early.